

**Town of Milton
Town Council Meeting
Milton Library, 121 Union Street
Monday, April 4, 2011
6:35 p.m.**

**Transcribed by: Helene Rodgville
[Meeting Minutes Not Verbatim]**

1. Public Participation

- a) Ginny Weeks, 119 Clifton Street: Thank you. I was just wondering, do we have any financial reports tonight?
Mayor Newlands: Not tonight, but next month we will not only have a financial report, I'll do a six-month budget review.
Ginny Weeks: Thank you very much, I appreciate it. It's been a long time coming. I have one thing to ask. I was at the recent finance committee meeting and I noticed that no minutes are kept of those meetings. Is there a reason for that? It's an official town committee with a Council member in charge and no minutes have been kept from the beginning. They always were in the past.
Mayor Newlands: I'll look into it.
Ginny Weeks: Thank you very much.
Mayor Newlands: Okay.
- b) Lynn Ekelund, 406 Union Street: I just wanted to let everybody here know, everybody, that starting April 15th for every Friday until the last Friday in October, Milton is going to have a Farmer's Market. It's going to be 4 to 7 p.m. We're going to have fruits, vegetables, eggs, plants, fish (from the Lewes Fish House). Actually Deanna said if we want to order something from her on Thursday, she'll bring exactly what we want to the Farmer's Market. Meats, again, every Friday from 4 to 7 p.m. I want everybody here, there April 15th and bring two friends or neighbors. Thanks a lot.
Mayor Newlands: Thank you.
- c) Charlie Fleetwood, 108 Bay Avenue: First of all I want to thank Ronda Abraham for her service to the town; she's not here tonight, but thank you very much; and congratulations to Emory West and there she is back there, Marion Jones, for winning and you guys still have time to back out.
Councilwoman Martin-Brown: Hey Charlie, what about me?
Charlie Fleetwood: Mrs. Brown, what about you? What can we say about you?
Councilwoman Martin-Brown: Bye.
Charlie Fleetwood: Bye. Goodbye. No, thank you for doing a great job. Okay. I didn't get to serve with you; I did get to serve with Ronda. But I do want to let everybody know that the schedule for the Summer Concerts is set; they start June 1st and go until August 31st. We have

fourteen weeks of concerts; 29 sponsors; every Wednesday night at 7:00 in the park. If the weather is bad, it's going to be at the Milton Fire Department; they're going to let us use it, unless one of you will buy the theater between now and then and let me use it; that's okay too. We've got many new sponsors and a couple of new bands. For those of you that were here in 2007 for the 200th Anniversary, the U.S. Navy Sea Chanters are coming back; for the first time in four years. But we've got some new sponsors; they're not cheap; but we've got them coming back. For somebody that likes New Orleans Jazz, that will be the last show. They're pretty much what we've had before and wanted to let everybody know; you're all invited. Thank you very much.

Mayor Newlands: Thank you, Charlie.

Councilwoman Duby: And I assume we're still on track for people to get the schedule in the April water bill; your water bill, which will be there shortly, you'll have the schedule for the whole summer season of Concerts. This will be included with your April water bill.

Mayor Newlands: This week; it will go out this week.

2. Call to Order – Mayor Newlands called the meeting to order at 6:40 p.m. and close the Public Participation
3. Moment of Silence – Councilwoman Betts
4. Pledge of Allegiance to the Flag
5. Swearing in of Council Members
 - a. Marion Jones – I, Marion Jones, do solemnly swear that I will support the Constitution of the United States of America, the laws of the State of Delaware, the Charter of the Town of Milton. I will faithfully discharge the duties of my office of Council of the Town of Milton. I will always take action for the best interest of the Town of Milton, guiding that decision to the best of my ability, so help me God. Thank you.
 - b. Emory West – I, Emory West, do solemnly swear that I will support the Constitution of the United States of America, the laws of the State of Delaware, the Charter of the Town of Milton. I will faithfully discharge the duties of my office of Council of the Town of Milton. I will always take action for the best interest of the Town of Milton, guiding that decision to the best of my ability, so help me God. Thank you.

Mayor Newlands: Ms. Martin-Brown, thank you very much.
Councilwoman Martin-Brown: Thank you, Mr. Mayor.
6. Roll Call – Mayor Newlands

Councilman Lester	Present
Councilwoman Jones	Present
Councilwoman Duby	Present
Councilman West	Present

Councilwoman Betts	Present
Mayor Newlands	Present
Councilman Prettyman	Absent

7. Additions or Corrections to the Agenda
Mayor Newlands: Do we have any additions or corrections to the Agenda?

8. Agenda Approval
Councilwoman Betts: I just have one small one, but being that Councilman Prettyman is not here, he may want to change it. On Page 7 -
Mayor Newlands: This is the agenda.
Councilwoman Betts: I'm sorry. I'm ahead of myself.
Mayor Newlands: Do we have a motion to accept the Agenda?
Councilwoman Duby: So moved.
Councilwoman Betts: Second.
Mayor Newlands: We have a motion and a second to approve the agenda. All in favor say aye. Opposed. Motion carried.

9. Presentation and Approval of Minutes – March 7, 2011
Mayor Newlands: Are there any changes or corrections to the minutes?
Councilwoman Betts: On Page 7, it has Councilwoman Prettyman; I think it should be Councilman Prettyman.
Mayor Newlands: Okay.
Councilwoman Duby: I have one and I noticed this at the time that we were discussing it and I didn't say anything, but it's in the minutes incorrectly; so I think we need to change it or maybe we don't, because it is what was said. When we talked about the different bids on the insurance; I think it was the name of the company was Lyons and we kept referring to it as the Lion's Club. I think we want to make sure that the Lion's Club isn't put in there, as our insurer, because they might be very upset. As a member of that club, I would like to say we are not insuring the Town.
Mayor Newlands: I had the same item circled. I'll get the spelling changed. It is with a "y", I just remembered.
Councilwoman Duby: And I don't think it's Club.
Mayor Newlands: It's Group; it's Lyons Group. I'll have Helene go back into the recording and see if it was recorded properly; and we'll just have it changed. I'll just put a little note in there that we said one thing and it's something else. On this particular item, since the two new council members weren't at that meeting; or didn't participate in that meeting; they're not going to be voting on that one item.
Councilwoman Duby: So I move approval of the minutes, as corrected.
Councilwoman Betts: Second.
Mayor Newlands: We have a motion and a second to approve the minutes of March 7, 2011, as corrected. All in favor say aye. Opposed. Motion is carried.

10. Discussion on Written Committee Reports

Mayor Newlands: We have the Economic Development Committee report, which is a status report of all the items that they have been working on and are going to be working on in the future. There are extra copies in the back. That's the only committee report that we have for today. Now again, these committee reports and the department reports, we don't have to vote on. It's just if we have any issues, there are staff people here to answer questions. So if there are no issues on the Economic Development Committee report, we'll go to the next item.

11. Department Reports: Public Works, Project Coordinator, Code and Police

Mayor Newlands: We have the Police Department Report. I added something new. I asked the police to add something new. It's the number of times we end up going to one of the schools; it's on page 4. These are complaints for the schools; we have it listed as juvenile detention arrests and this is the number of times that we actually go down to the schools. Because now the School Resource Officer for Sussex County has been; they don't have anyone anymore; so they've asked the local Police Departments to be the School Resource Officers; so now we're going into the schools any time there are fights or complaints. We're noting this so we have a background of it, so we can try to get some state funding for this. It's not on the grid, the grid is still the old number; it's just the number of times that we went there; just so we can get a handle and some knowledge on how often we're going to this new task. Okay, again, there is nothing to vote on, on that and next we have the Code Department's Report. You'll notice that permits for new construction, and permits in general, are just down. If there are no questions or comments on those reports, we'll move onto the Finance Committee Report. Any questions?

Councilwoman Betts: Business License issued is a total of 22; just for the month of March?

Mayor Newlands: I don't know the answer to that. Is that for the month of March or is that cumulative?

Councilwoman Betts: It says for the month of March, but I thought it was quite a few.

Mayor Newlands: That must be for the month of March, because we have many, many more licenses than that.

Councilwoman Betts: I just wondered if they were new or maybe just paid in March.

Stephanie Coulbourne: They're the ones paid in March.

Councilwoman Betts: Paid in March. Thank you.

Stephanie Coulbourne: That also includes Rental Licenses, too; not just business licenses.

Councilwoman Betts: Okay, thank you.

12. Finance Report and Revenue/Expenditures Report

Mayor Newlands: Okay, are there any other questions, before we go on to Finance? Mr. Lester.

Councilman Lester: As the Mayor said, next month we're going to have a six-month statement of budget to date and I have completed the work that was

assigned to me on behalf of the outside accounting firm. As you know, we've been very short-staffed. One of the things, of course, that we are planning to change is having staff trained. We haven't had anybody working in Town that was cross-trained; so Mrs. Coulbourne has been left with not only her own work to do; but as best she can, to accomplish recording receipts and disbursements, doing whatever she can to bring the accounting records up-to-date. So we are moving ahead and we certainly hope, very soon, that we will be caught up soon. But in that regard, as you know I talked last time about how our statements are going to be restated and in reviewing the assets when we were going through the list of assets with the town staff, the assets that the town did NOT own; I found that there was a discrepancy in the assets listed as owned by the Park. There are approximately \$160,000 of expenditures that I can't properly place or can't find; so we're going to look into that. That's not going to hold us up. If anything, I will try to find whatever trail I can find and when the State Auditor's Office comes in to work on the Audit, we'll turn it over to them to investigate. There's another item, the Rails to Trails seems to lose a trail, too. So we have a number of other things that we have to look at and that's all I have to really say. We're heading in the right direction. I know it's been a long slog, but since last year, we really haven't had staff.

Mayor Newlands: We have a new staff member that started today and we'll have another staff member starting in two weeks.

Councilwoman Duby: On the issue of the parks equipment, the list that you sent me has at least one section of items that I think are duplicated and what I would like to do is come in. I assume you've got invoices from the stuff when we did the renovation for the park; and we can figure out if those are duplicates or not. But that would account for at least, if that's the case, I think about \$80,000 of that \$160,000. I've pulled the records I had, but of course, I don't have invoices like Stephanie would have; so I'll come in at some point and try to sort that out.

Councilman Lester: Okay, thank you. Mr. Mayor, may I take a personal moment for a second?

Seth Thompson: Does it relate to finances?

Mayor Newlands: Is it financial?

Councilman Lester: Oh no, forget it. I'll do it later.

Mayor Newlands: Robert's Rules and all that stuff.

13. Old Business – Discussion and possible vote on the following items:

- a. Yard Waste container and possible new trash fee

Mayor Newlands: Next we're going to go to Yard Waste. I know it's a big issue with a lot of people. We voted a month or so ago to put a 30-yard container down in the Maintenance Yard, which appeared last weekend on a Friday. It was filled by Sunday. We had it dumped on Monday. They replaced it again. It got filled again. They've since picked that up; replaced it again Friday and it was removed today. So we filled a 30-yard container three times. We wound up getting the container from a different vendor, than originally planned. The original vendor was going to charge us \$150 for the container, each time he

dropped it and \$28 a ton to dump the material. I got a call from somebody local and they actually are charging us \$100 for the container and no dumping fees; so we got a better deal and we were able to service it a few more times. Some of the problems we've experienced just in the last two weeks; so we really haven't had this for long and we've had problems. Lots of plastic bags going in there, so we're getting charged extra for that; for them to cut the bags open and throw them out. They'll charge us \$20 extra per load to do that. There are whole trees going in there, so there are lots of little things like that. The height of the container is an issue because it's a construction grade container and I know people were standing on the back of dump trucks and putting trash cans over the top of the dumpster to dump the material out and it becomes a sort of a liability issue, I guess, with us. So there's something we need to work out there. I'm being told also that people are putting the yard waste into our dumpster. We have a small dumpster that the maintenance department uses, the public works guys use; I mean, you can't miss a 30-yard dumpster; so if it is filled, I don't know what we could do right now; but as of now, unless Council votes to do something new tonight; we only voted to have that there for two weekends; so unless we do something else, that's going to go away. M-T Trash, I spoke to them during the week, they will pick up curbside trash for you at \$6 a month; if you sign up for seven months, in advance. They want to get paid through the next contract, when that's up in September. So if you call M-T Trash at 337-7700 they will come and pick up yard waste twice a week between now and the next contract in September. They'll do it curbside; you don't need a bin; you just have to bundle it like you would normally bundle it. I don't know what Council wants to do. The dumpster cost us around \$100 to \$120; I would assume it would cost the same per week. If we do that, it will be over \$5,000 or \$6,000. We could raise the trash fee \$1 or \$2 per household; that will get us \$1,400 a quarter; or \$2,800 a quarter, enough to support that process. We can do that now through September, until we have a new contract or we can abandon the whole process right now and just let people go to M-T Trash. M-T Trash is a viable option. It's \$6 per month.

Emory West: Mr. Mayor, I've been having calls from different constituents and they do not want this mandatory recycling and they would rather do it on their own. So I would like to make a motion that we drop it for now.

Mayor Newlands: Yard waste or Recycling?

Emory West: Both, yard waste and recycling.

Mayor Newlands: Recycling is next, this is yard waste.

Emory West: The yard waste, they would rather drop it.

Councilwoman Jones: Mr. Mayor, are you talking about levying this yard waste fee across the board to all people; if you are talking about raising the trash bill?

Mayor Newlands: Yes.

Councilwoman Jones: As opposed to...

Mayor Newlands: We're talking about \$1 or \$2 per household, per quarter. It's just a suggestion.

Councilwoman Jones: Okay, but for the person who does not want to use the container, but would rather pay for curbside; how do you differentiate? Because, again, my problem is that I don't have the means to get it to the container; so I will pay for curbside; but then I wouldn't want the town to levy yard waste into my trash bill.

Mayor Newlands: That's fine, then we could just drop the issue and not vote on anything or somebody could make a motion not to do that.

Councilwoman Jones: No, no, no.

Mayor Newlands: I'm saying that those are some of the options that we have.

Councilwoman Duby: I have a question. Let me just preface this by saying I'm not trying to bring up recycling here; but I know that we are going to put out an RFP for the trash pick-up guys and they're going to include recycling in that because that's mandatory. Is the yard waste mandatory too?

Mayor Newlands: No.

Councilwoman Duby: That's what I thought, okay; so this is going to be a continuing problem if we don't have it put into the contract for M-T Trash.

Mayor Newlands: Right, we need to discuss something now because we did something in the last two weekends, so I think we need to come to a conclusion if that's going to continue or we're going to stop that and recommend that people use M-T Trash and then we need to discuss the contract in the future.

Councilwoman Duby: The reason I'm bringing up the contract, and I said this last month, as well and it didn't get on the Agenda this time; I don't see any reason why we can't move ahead with dealing with the contract as soon as possible, so that we can get that done. Is there a reason the contract can't start before September, if we can get it resolved?

Mayor Newlands: The other one doesn't end until September. We have a contract with M-T Trash that ends in September; he's not going to let us out of that contract; he would have to let us out of the contract.

Councilwoman Duby: Unless he gets the bid and if he gets the bid, then there's no issue.

Mayor Newlands: Right.

Councilwoman Duby: But we don't know that's going to happen.

Mayor Newlands: But we would have to write the term of when it starts into the contract and we can't really know; so that's the whole problem with it.

Councilwoman Duby: I understand that. Because it seems to me that that would at least help, if we decided that we were going to do that; but I renew my concern, despite the issues that we have to deal with tonight; which we need to deal with; I would like to see us get that RFP process

done as quickly as possible, so that we've got that set, and so this, in some cases, is going to be a finite time period, at least.

Mayor Newlands: I want to wait a little bit on that, until the legislation gets going and get into a better swing; because there may be some other things coming out of Dover; so I don't want to jump the gun and put a contract in and some things may change.

Councilwoman Duby: Oh, so you think there's a possibility that they'll change the requirements?

Mayor Newlands: They just made a change about three weeks ago, where initially we could not tell how much recycling was going to be on the bill; we couldn't tell it to residents; now, they've changed that so we have to break out trash hauling vs. recycling. So there are other changes coming.

Councilwoman Duby: And vs. yard waste if we're going to do that.

Mayor Newlands: I'm assuming, yes.

Councilwoman Duby: So when do they close down. Isn't it soon?

Mayor Newlands: They don't close until June 30th; but we'll know what is coming on the docket ahead of time; so I would like to give them a little bit more time in session. We could start, at least with CABA Associates who writes our RFP's to have them start formulating the wording, sure.

Councilwoman Duby: Well I think the point that Councilwoman Jones raises, is an important one; that you're going to have people who want it one way or the other and they're not going to want to pay for it the other way; if they're going to have it picked up, they're going to have to pay \$6, or whatever it is for that a month and if they also get billed, there's no way we can do selective billing for people who want to use the dumping.

Mayor Newlands: That's correct; that's way too much work. Now we're just getting this little bit of experience,

Councilwoman Betts: Do you think it that would be \$1 or \$2 per household a quarter; is that what you're saying?

Mayor Newlands: That was the suggestion that somebody made to me.

Councilwoman Betts: I think that would be cheaper than picking it up curbside and charging \$6.

Mayor Newlands: Well the issue that people have is people being able to get to bring the material down to the dumpster; if that's what we do.

Councilwoman Betts: But it wouldn't be picked up at home.

Mayor Newlands: No, it will not be picked up at home.

Councilwoman Betts: You have to take it down and then there will be some people who won't use it at all.

Councilwoman Betts: And some won't be able to do it.

Councilwoman Duby: They won't be able to do it and therefore go for curbside and other people who won't use it at all for other reasons.

Mayor Newlands: The three things that I'm getting, the problems that are being brought to me are the fact that the dumpster is quite high and

people can't dump into them; the fact that they have to bring it there is another issue; and people have gone there and it was full and they went home with their material. So those are the three issues. We've already had two weeks of experience with the dumpster, so we can go on and have a few more weeks of experience with it and see if we get a groundswell of people who will want another dumpster; and I'm sure I don't need the Council's approval to spend \$100 if a lot of people are coming up and saying I need another dumpster or we have a lot more material; we can go ahead and just out of the town budget, authorize another \$100 to put another dumpster out there for a week or two, if need be. We don't really have to act on this right now; it's just that I wanted to get this out in front of Council and let you know what the experience was and just see what else the public has to say.

Councilwoman Duby: My guess is that we're not going to have a town full of people who are generous enough to say sure, I'll pay an extra \$1 or \$2 a quarter in my water bill so that other people can use the trash thing; so it seems to me that it is either we do it for free or we don't do it.

Councilwoman Betts: I agree.

Mayor Newlands: If we take no action right now, we can just be silent and I'll be quiet and then we can go on to the next subject.

Councilwoman Duby: Are we publicizing or is M-T Trash publicizing this fact that they're willing to do this for \$6, so that people will know at least?

Mayor Newlands: They haven't, I brought it here with their phone number on it, with the terms; that it is \$6 a month; they want a seven month contract; you have to pay the seven months up front; and their phone number is 337-7700. That's as much of an advertisement as they're going to get, because they're not making any effort.

Councilwoman Duby: Because it might cut down on the number of people that we would have using the dumpster that we're paying for, if more people knew that that was available; because that's pretty reasonable, I think.

Councilwoman Jones: Mr. Mayor, is this possibly an issue that would be worth a workshop to the public for participation? I'm new at this.

Mayor Newlands: I think for now, no. Maybe after the May meeting it may be. Because we'll be closer to the September time frame and we'll have a little more experience at it.

Councilwoman Jones: It seems to be a passionate issue, if that's a possibility.

Mayor Newlands: I know.

Councilwoman Jones: Thank you.

Seth Thompson: Mr. Mayor, the town might want to explore a survey and I know the problem with surveys is that they cost money, in terms of mailing and whatnot; but that's another way to get some public input or a Workshop would do the same thing.

Councilwoman Duby: Couldn't we also, in announcing, we could ask for

people's opinion at the next Council Meeting, if they want to come and go to Public Participation, rather than have a Workshop on it; because there really isn't anything for us to Workshop. It's just that we would like to hear from the public.

Mayor Newlands: My email address is on the town website, if people want to email me with their comments, they're welcome to do that.

Councilwoman Betts: Could there be a note put in the water bills, along with the announcement of the Wednesday night meeting?

Mayor Newlands: No, we've run out of room in the water bill right now.

Councilwoman Betts: Okay.

Mayor Newlands: Actually, there are three pages going in the water bill and since we didn't have anything determined, or decided on yet, it was difficult to tell the residents what to do and what the decisions were. So we weren't able to get anything communicated to them. I think by the June water bill we'll have something definitive to tell the residents. Can we go on to the next one?

Seth Thompson: You can.

Mayor Newlands: Okay.

b. Recycling options, grants and containers

Mayor Newlands: Now we can go on to recycling. Mr. West, you had a comment about recycling.

Emory West: Right now, Mr. Mayor, the consensus with some of the people is that they are waiting to see what the State of Delaware is going to do and there's a possibility that there's going to be a group that is going to sue the State of Delaware, because it is taking away your individual rights. There are a lot of people that use these Igloos out here at Ace Hardware and they're faithful to that; and a lot of them are upset that the State is wanting to take away that right for them to do that, free of charge.

Councilwoman Betts: Won't the recycling bins at Ace be removed later?

Mayor Newlands: No, I've been to a class presentation two weeks ago in Lewes and what's happening is that they are going to leave the Igloos there. I know that Ms. Duby mentioned that they took them out of Prime Hook, but they are going to leave most of the Igloos around for at least the six month or more period of time, just to get education to find out how well it's received and how well people use the curbside recycling.

Councilwoman Betts: I know at one time we were told that they were going to move those.

Mayor Newlands: They are going to go away at some point; they haven't said when and I'm an avid recycler and I go to Ace also. I don't have room for the bins at my home. Let me just go through for the public, some of the points that are here. The containers, there are about five different size containers that we can give out; they're between 60 gallons, which is the largest one, down to about 25 gallons. We have a variety of each right now. DSWA gave us 600 of these containers and

they are a variety of sizes. We joined a grant with Georgetown and we're getting another 800 containers. We're required to give out a container to everybody; whether you use it or not; if you put it in your basement; you put it in the garage; we're required to give you a container. So, I should have put the Governor's phone number on there, because it's the Governor's Office that started all this; not town. Recycling is not mandatory by the way; okay so just to let people know, it's mandatory that we must provide the service; therefore we must charge everybody for the service; because we will not know if you're going to do it or not; but that's the issue. So we're still waiting to get some of these containers in, what they call totes. Georgetown is waiting to get the check from the State, so when they get the check, we'll get another 800 totes. At some point, we're going to run out of space with 600 of these little things running around in back of our maintenance yard right now. As far as M-T Trash goes, what happened was the DSWA got their list of people who they were picking up recycling from; gave the list to M-T Trash because M-T Trash serviced this area. Unfortunately, the list was a couple of years old, some people on the list had stopped recycling and M-T Trash called them to have them continue; they told them that they stopped recycling two years ago. I know of three people who are active recyclers through the DSWA program and M-T Trash didn't have them on the list. So that's an issue. M-T Trash was trying to get the process and the service continued from March through September, until the next contract. Again you can call M-T Trash; they told me that they would charge the same fee as DSWA. I asked what that fee was, they said it was the same fee as the DSWA.

Councilwoman Duby: It's \$18 a quarter, I spoke to them.

Mayor Newlands: Oh is it?

Councilwoman Duby: Which is \$6 a month; which is what the DSWA was charging them. If you sign up for it, they will send you a bill, just as DSWA did for the quarter, so they'll send you a bill for \$18 and they're going to start picking up on April 14th.

Mayor Newlands: I really don't have anything else on that. Unlike, yard waste, we have some definitive rules that we can follow on definitive things and actions that are going to happen. Right now, we're not going to do anything until the new contract is up with the trash hauler, so if you're recycling right now through DSWA, just call M-T Trash and they will come and continue the service for you.

Councilwoman Betts: There's no charge until after September, right?

Mayor Newlands: M-T Trash will charge you for curbside, if you're doing it now.

Councilwoman Betts: But if not, then it will be in September.

Mayor Newlands: Correct.

Councilwoman Betts: Okay, thank you.

14. New Business – Discussion and possible vote on the following items:

*The Council minutes provided are a summation of the meeting to be used for informational purposes only. An official copy of the meeting can be obtained through Town Hall located at 115 Federal Street by filling out a FOIA Request and paying any cost associated with the request.

- a) Approval of 2011 Town Council positions (Secretary, Assistant Treasurer, Personnel, Water Committee & Hiring Recommendation Committee for Town Manager); **AND**
- b) Approval of 2011 Town Committees as presented by Mayor Newlands (Board of Adjustment, P&Z) (Ethics Forms required)
- Mayor Newlands: Let's go through the Committees and I'm just going to go through them all and see if anybody has objections or wants to discuss anything; that way we can have one vote for the entire pack of it and I apologize for getting it late; but I put everything in red, so that we have the changes; we have Emory West for Assistant Treasurer. The only reason I'm announcing that one is because that one is on the front cover. We still have opening on the Board of Adjustments; I was supposed to have a letter from someone to sign up for that; they did not get to me yet. It was the middle of last week that I heard about it. The reason there are two openings is one person resigned, Margo Goodman resigned a while ago and that hasn't been filled; and Marion Jones is just coming off of that Committee because council members cannot be on that Committee. Next is Planning & Zoning; Robert Heimlich is joining; the first person on the list was Al Perkins. His term was expiring this month, anyway; and he's moved upstate and the second is Ms. Weeks, she came off the Committee a while ago; a month or two ago; so that's another opening we have on Planning & Zoning. At one point, we discussed the Historic Preservation, realigning those from October through April. So we need to vote on that at the next meeting to change the terms, so we'll get that noticed to the public. Economic Development, Marion Jones wanted to go on that Committee and there's one more opening on Economic Development. Councilman West is going to go on the Water Committee, in place of Ronda Abraham; and Councilwoman Jones is going on the Personnel Committee in place of Ronda Abraham, as well. The last committee is the Town Manager Hiring Committee. It's going to be myself, Mr. Lester, Mr. Richard Carmean who's the retired Town Manager of Milford and Mr. Dennis Hughes and Mr. Jim Crellin.
- Seth Thompson: Mr. Mayor, just to be clear, that's a recommending committee.
- Mayor Newlands: Oh I'm sorry, that's right, it's a recommending committee.
- Seth Thompson: The Agenda reflects that.
- Mayor Newlands: Okay.
- Councilwoman Duby: Mr. Mayor, I have a couple of things. The first one is fairly simple. This Personnel Committee Ad Hoc. To my knowledge, in the time I've been on Council, there's only been a Personnel Committee Ad Hoc for one issue and it was appointed specifically to deal with that issue and my understanding of Ad Hoc Committees is that they're designed to address one issue or one task; and once that task is completed, they're out. So I don't understand the reason

to have this on here, unless there's a new task for an Ad Hoc Committee to address; but I don't think that Committee should exist after that task is completed and then if another something comes up, in which there's an Ad Hoc Committee needed; you can appoint it at that time.

Mayor Newlands: We just never disbanded this Committee; but we should do that now.

Councilwoman Duby: Aren't they disbanded automatically, once the task is over?

Councilwoman Betts: Once it's over, I thought it was disbanded.

Seth Thompson: When you go through to approve, I would note that as an amendment, that the Ad Hoc Personnel Committee is no longer necessary.

Councilwoman Duby: Okay. And the other issue I want to address is the Hiring Recommending Committee now. I think the five people on that Committee are absolutely fine; I would certainly vote for them; but I don't think this Committee is nearly as complete as it needs to be. My understanding is that when the last Town Manager was hired, there was a larger Committee; there was a lot of diversity on the Committee, in terms of gender, race, communities in town and I would like to see that Committee expanded somewhat to include people. I think there should be some women on it; I think there should be people of other races; I think there should be people from other communities in town. Let me just say and I should have said this in the beginning; I'm not saying this because I want to be the woman or one of the women on the Committee; I don't have any interest in serving; but I would like to see some more diversity on that Committee and I would like to see it be somewhat larger; which it will be, of course, if you add some diversity.

Mayor Newlands: My issue right now is I'm not sure if we're going to start with this Committee and add to it later on at the May meeting, because we're going to get applications coming in. The job posting ends April 15th, so we'll have resume's coming in and we should start interviewing somewhat after that; so the May meeting is May 2nd; so maybe we'll be able to do that then.

Seth Thompson: Anybody would need to fill out their financial disclosure and their ethics form and whatnot, but I certainly you're free to appoint as many people on that Committee as you would like.

Mayor Newlands: I think time wise, we could probably hold off that Committee until the next council meeting anyway. The job posting is not ending until the 15th of April; by the time we get people around and get in for interviews, it's going to be a while anyway; it will be at least two weeks, at least.

Councilwoman Duby: I would assume you could have that ready to go and a slate for us to vote on at the May meeting and then begin interviews immediately after that or review of resumes by the Committee or whatever.

Mayor Newlands: Now the County Council just got into a little bit of

trouble. Their decision-making meetings were held in private and so now what they're doing is they're holding everything in public. So what we need to do is have our Committee Meeting in public, where we decide the format, the questions, things like that; that will be in public and then interviews, obviously, will be in private; and then we'll have to follow whatever the County is doing now to see how to progress with the rest of the process. Okay, so we want to disband the Ad Hoc Personnel Committee in whatever motion we get and then we also want to postpone the Recommending Committee until the next Council Meeting.

Seth Thompson: I would note too, Mr. Mayor, that the Dog Park is also an Ad Hoc Committee. I don't know if there's still a need.

Councilwoman Duby: Mr. Mayor, I move that the slate of Committee appointments be approved with the following amendments and changes: that the Ad Hoc Personnel Committee be deleted, as it has completed the task and disbanded; and that the Town Manager Recommending Committee not be a part of the approval, as that is still in process.

Emory West: Mr. Mayor, I'll second that with one correction. Mr. Carmean's name is "mean" not "mine".

Mayor Newlands: Thank you.

Seth Thompson: That was for the recommendation committee, correct?

Mayor Newlands: Yes, his name only appears in one place. We have a motion and a second. All in favor say aye. Opposed. Motion carried.

c) **CHEER Center Mayors for Meals Day**

Mayor Newlands: I just want to let the public know, I have the privilege to go to the Meals on Wheels Center over on Front Street a week and a half ago and they have a Mayors for Meals Day every March; so the Mayors across the country get to go to the Meals on Wheels and find out about the organization; find out about the needs of the community; find out about the needs of the actual CHEER Center itself, to support the people who receive these meals. It was a very enlightening morning for me and my wife came also; and we only went out and delivered three meals, but we got to meet a number of people and from what I'm understanding, sometimes the person that delivers a person's meal, is the only person they see all day long. So it's a very important thing. They're right now over in the Zion Church on Front Street; that's where they run their center. They were in Slaughter Neck for about 37 years; so they're actually looking for space now throughout our town. They want to stay in Milton; they're in temporary quarters right now; they want to stay in Milton; Milton is a very central location for this chapter of the CHEER Center Meals on Wheels Program. Just to let the public know, they had 63 people they were delivering meals to at this time last year; it's now 100; so they've increased tremendously the number of people that they serve on a daily basis and they are looking for volunteers for drivers. They have two routes that's 50 people a route. That's quite a lot of meals

that get delivered per individual driver. If anybody wants to volunteer, I'll get a number for you and they're looking for more drivers because they have two drivers per day; five days a week; so they have 10 people that drive for them. So that's a lot of people to deliver food to, 50 people per driver. My understanding is that these guys that make the food is somewhere in Greenwood. They get up at 2:00 in the morning and they're making the meals for all of the regional centers and everything is kept hot at 180° until it is delivered to you at noon-time. So it's a tremendous operation that they run and they do a wonderful job. If anybody could assist...

Councilwoman Duby: Can I ask you a question? The headquarters that they're looking for; what do they need. They don't need the kitchen obviously; you said that's done somewhere else.

Mayor Newlands: They do need a kitchen area because they get everything delivered to them hot and then they have to package everything and they have a sealing machine; then everything goes back into hot bags; and they also are serving food; they have people that come in from the community; so besides delivering meals to home bound people; they're serving meals in the Center itself. I know some of the requirements; but I would rather let them deal with whomever the landlord they're going to deal with. They need the minimum of 3,000 square feet and they would like as much as 5,000. We've been talking to a few people throughout town about finding space for them and helping them out looking for space.

Councilwoman Betts: There is a phone number right here on this paper.

Mayor Newlands: That may be for me when I was joining. I just gave you what I got in the mail. I can get a good number for you.

- d) Delaware Rural Water Authority's requirement for a Water Resource Ordinance (Should have been DNREC)

Mayor Newlands: The next item on the agenda, I had put down that it was the Delaware Rural Water Authority's requirement; it's a DNREC requirement. I asked DNREC to write what's going on and why we need to start looking at this issue. Once we reached over 2,000 people in town, or a population over 2,000 people; we now have to protect, or have Zoning Ordinances, and if I'm wrong on anything Allen, please step in and correct me. We need to have different Zoning Ordinances or Ordinances sufficient enough to protect our well areas and what they call the well recharge area; so if you look on these maps, there are clusters together with a 2 on it, that's Shipbuilder's; there's one on the bottom, that's over near Dog Fish and then there's one in the middle of the page with a 432 on it and some blue dots in there, that's the one on Chandler Street; that's the well house on Chandler Street; and the green means these are good recharge areas; meaning that the water gets into the ground at a good pace; so that the wells underneath get recharged with drinking water. So we need to protect these areas and having Zoning

around these areas so that nothing offensive gets into this groundwater. So they're just making us aware that we've hit a milestone of the population of 2,000 and that we have to start getting our Ordinances straightened out so that we protect these areas. They'll work with us. They have samples of what they've done for other towns, so they'll work with us as far as getting an Ordinance together and getting Planning & Zoning changes.

Councilwoman Duby: Should we be concerned that under the number 5 one, it is not green?

Mayor Newlands: No, because we don't use that well. You don't want to drink out of that well. Maybe it's not green for a reason; it's a very high sulfur content; that well is not blended into our system at all.

Councilwoman Duby: So are we undertaking the rewriting of Ordinances and so on?

Mayor Newlands: They came to us ten days ago on this whole thing; so we're going to start the process now.

Councilwoman Duby: So we don't need a motion to do that?

Mayor Newlands: No, this was strictly informational and to let the Council know what's being required of us so when the Ordinance comes down, you're not going to be surprised. Also, it will be a Planning & Zoning Ordinance, or it may be just additions to the Planning & Zoning process itself where this gets incorporated.

Seth Thompson: I suspect that it has a Nexus to Zoning that's going to require a fifteen day notice and a Public Hearing before it goes into affect.

e) Create an information Kiosk in Town

Mayor Newlands: The last item. The Lion's Club written on here, is correct. It is the Lion's Club. I've been going since January with Mike Mock to the Lion's Club, the Chamber of Commerce, the Historical Society and a number of others; we get together about every 6 to 8 weeks and talk about improvements for the town; things that need to be done in the town; to keep the town safe; to help the public out; to help visitors out; and one of the suggestions that came about; and it may have been from the Chamber of Commerce, I'm not sure; they suggested putting an information kiosk on Union Street and Magnolia Street. So, Mike Clark, from the Chamber got a design from Milford and what you see in front of you are the four different sides of the kiosk they want to put up and then there's also a plot plan to show where they would like to put it. I do not recommend putting it where they've suggested it, because the Garden Club, number one will not let you do it; what they're suggesting is this is under the clock by Union Street and Magnolia, when you're coming out of the parking lot on Magnolia, if you look right, you're going to see this kiosk; you're not going to see traffic. So I think DelDOT would not allow it and I don't think the Garden Club would give up this much space; because you need the 3' X 3' for the kiosk and

then you need walking space around it; because it has four sides that would be useful to put brochures in and things. One of the things that I was going to suggest, was finding a place within the parking lot itself and we'll work with Allen to do that. I would like to just get approval tonight to put up a kiosk and if we can do that, then the positioning of it is not really locked in tonight; that we say we want to put one in the parking lot area that we could get approval for that. We're looking to get donations of material to build this. I already have volunteers to build it; so this is at no cost to us.

Councilwoman Duby: The Lion's Club has a lot of guys who build handicapped ramps.

Mayor Newlands: I think Mike Clark is going out and looking for somebody to donate the materials; so somebody is doing that. So this will not cost the town anything.

Councilwoman Jones: Mr. Mayor, do you have any other options than the parking lot that is prone to flooding?

Mayor Newlands: Well the section near Union Street, that wouldn't flood up there. It doesn't flood up that far. We can look for other places within town. I would just like to get this up and running for the tourism season coming up.

Councilwoman Duby: I have some concerns about the parking lot, too; because I think it would be more visible in this area. Maybe what we could do is the town and this group of organizations that are working on this; could sit down with the Garden Club and discuss what they might be willing to do and how we might work it out so that it is in that area; with the clock and right where you would see it as you're coming into town going down Union Street; but not in a place that would mess up the garden or would be blocking views of cars coming out and so on. But I move approval of having a kiosk as we've discussed, with the details of the location to be determined.

Emory West: I'll second that Mr. Mayor.

Mayor Newlands: We have a motion and a second to approve putting a kiosk in town with the location to be determined at a later date. All in favor say aye. Opposed. Motion carried.

15. Executive Session: Discuss Personnel Issues, Litigation and Land Acquisition

Mayor Newlands: Can we get a motion to go into Executive Session?

Councilwoman Duby: So moved.

Councilwoman Betts: Second.

Mayor Newlands: We have a motion and a second to go into Executive Session. All those in favor say aye. Opposed. Motion carried. Going into Executive Session at 7:32 p.m.

Mayor Newlands: Can we get a motion to come out of Executive

Session?Councilwoman Betts: I make a motion to come out of Executive Session at 8:35 p.m.

Councilman West: Second.

Mayor Newlands: We have a motion and a second to come out of Executive Session. All in favor say aye. Opposed. Motion carried.

16. Adjournment

Councilwoman Duby: I make a motion to adjourn at 8:35 p.m.

Councilwoman Betts: Second.

Mayor Newlands: We have a motion and a second to adjourn. All in favor say aye. Opposed. Motion carried. Thank you all.